

MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 11-05-15
(abridged for publication)

Mayor Tom Phillips called the City Council meeting to order at 6:02 p.m. Present at roll call: Eric Delker, Tom Greteman, Erika Isley, Kyle Jackson. Absent at roll call: Jaki Livingston. (RC = roll call vote)

15-219 Isley moved, Greteman seconded, to approve the **agenda**. Voice vote carried unanimously.

15-220 Delker moved, Isley seconded, to approve **minutes** of the October 14 regular council meeting. Voice vote carried unanimously.

Consent included **tax abatements**; **liquor license renewal** for 804 Main; **insurance renewal rates** for 2016; **Resolution 1105-15-122** accepting improvements for Orchard View Plat 2; **Resolution 1105-15-123** accepting improvements for Orchard Trail Plat 4; **Resolution 1105-15-124** accepting improvements for Village on the Ridge; **Resolution 1105-15-125** accepting improvements for Colonial Parkway Storm Sewer project; **Resolution 1105-15-126** accepting improvements for Northwest Trunk Sewer No. 4 project; **Resolution 1105-15-127** ordering construction, approving plans, and setting date for letting and setting December 19th as the date for public hearing; September Treasurer's **report** and the following **expenditures**:

A+ LAWN & LANDSCAPE	IRRIGATION	\$1,088.00	LASER RESOURCES	COPIERS	\$395.88
ACME TOOLS	EQUIPMENT	\$259.97	LINDA GAVIN	VOLLEYBALL	\$320.00
ADVENTURE LIGHTING	BLDG MAINT	\$428.58	LIVING MAGAZINE	MAGAZINE	\$1,998.00
AMAZON	LIBRARY	\$1,399.95	LUCINDA SPERRY	ART CL1	\$110.00
AMERICAN PLANNING	MEMBERSHIP	\$379.00	MAD SCIENCE	CLASS	\$462.00
ASHLEE SEIBERT	VOLLEYBALL	\$320.00	MAIN STREET MONT	ADULT CLASS 2	\$42.00
BAKER & TAYLOR INC	LIBRARY	\$417.41	MARTIN MARIETTA	LANDSCAPING	\$42.95
BLUE TARP FINANCIAL	EQUIPMENT	\$449.98	MCCLURE ENG	NCIS	\$17,600.00
BOBS TROPHIES	SUPPLIES	\$57.85	MENARDS	MATERIALS	\$237.13
BROWN EQUIPMENT	BELTS	\$48.25	METRO WASTE AUTH	FEES	\$36,709.63
CAPITAL SANITARY SUP	SUPPLIES	\$32.54	MICROMARKETING	LIBRARY	\$1,092.08
CARPENTER UNIFORM	UNIF ALLOW	\$5,263.12	MIKE MYER SERVICES	NUISANCE	\$120.00
CENGAGE LEARNING	LIBRARY	\$38.65	MPS ENGINEERS PC	HOLLY DRIVE	\$259,839.35
CIVIL ENG CONSULT	CAPITAL IMPR	\$560.00	MUNICIPAL SUPPLY	METERS	\$6,992.00
CNM OUTDOOR EQUIP	EQUIPMENT	\$5.92	NANCY KUEHL	REIMB	\$127.70
COMMONWEALTH ELEC	DAYROOM	\$2,700.00	N WARREN TOWN & CTY	MINUTES	\$314.66
COMPASS BUSINESS SOL	FORMS	\$1,161.87	NORWALK READY MIXED	PICNIC TABLES	\$560.00
CONSTRUCTION & AGGR	VEH OPER	\$235.83	YOUTH WRESTLING	BEGINNER	\$1,248.00
CONTRACT SPECIALTY LC	CHEMICALS	\$2,288.75	NPC INTERNATIONAL	TEEN LOCK IN	\$79.99
COPQUEST	UNIFORMS	\$104.38	O'HALLORAN INTL	VEH REPAIRS	\$1,626.32
DAVIS EQUIPMENT CORP	EQUIPMENT	\$625.02	PITNEY BOWES	LEASE	\$1,020.00
DEMCO	CD CASES	\$352.12	PLUMB SUPPLY	SUPPLIES	\$198.85
DES MOINES STAMP	PAD/STAMP	\$66.50	PURCHASE POWER	POSTAGE	\$2.39
DM WATER WORKS	DMWWW	\$580.00	RECORDED BOOKS INC	DIGITAL SUB	\$1,310.69
DIAMOND VOGEL PAINTS	SUPPLIES	\$64.20	SAFETY-KLEEN	EQUIPMENT	\$293.00
DISCOUNT SCHOOL SUP	SUPPLIES	\$173.21	SIMPLEX GRINNELL	SERVICE	\$147.49
ELEC ENG & EQUIP	EQUIP	\$67.51	SPRINGER PEST	BLDG MAINT	\$215.50

EXCEL MECHANICAL	LIB REPAIR	\$2,955.00	STAR EQUIPMENT	EQUIPMENT	\$187.69
GALLS INC	MINOR EQUIP	\$15.95	THE CUTTING EDGE	FIELDS	\$3,600.00
GOPHER SPORT	VOLLEYBALLS	\$324.91	DES MOINES REGISTER	SUBSCRIPTION	\$32.29
GOVT FINANCE OFFICER	NEWSLETTER	\$150.00	THE GRAPHIC EDGE	MONSTER DASH	\$892.95
GRAYBAR	EQUIP	\$262.26	TK CONCRETE	WAKONDA	\$526,986.34
HOTSY CLEANING SYS	SUPPLIES	\$280.00	TYLER TECHNOLOGIES	MONTHLY FEE	\$115.00
IA DEPT PUBLIC SAFETY	ONLINE	\$1,391.52	VEENSTRA & KIMM	CORT LAND P 1	\$17,460.25
INDOFF INC	SUPPLIES	\$800.63	VERIZON WIRELESS	TELECOM	\$1,710.11
IOWA ONE CALL	SERVICE	\$744.90	WADE WAGONER	REIMBURSE	\$232.53
J & K CONTRACTING	NW TRUNK SEW	\$3,714.50	WARREN CO EXTENSION	BABYSITTING	\$240.00
JODI EDDLEMAN	REIMBURSE	\$101.53	WARREN CTY HIST SOC	CIVIL WAR	\$30.00
KABEL BUSINESS SVCES	HRA CKS	\$443.22	WOODMAN CONTROLS	HVAC	\$500.00
KELLY CORTUM INC	COL PKWY ST SEW	\$131,430.12	WORLD BOOK	SUBSCRIPTION	\$1,084.00
LANDS END BUSINESS	CLOTH ALLOW	\$437.45	ZIEGLER INC.	EQUIPMENT	\$601.74

15-221 Motion by Isley, seconded by Jackson, to approve the **consent** agenda passed unanimously, RC.

15-222 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-128** approving a water main easement for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-223 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-129** approving plans, specifications, form of contract and estimate of cost for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-224 Motion by Isley, seconded by Delker, to adopt **Resolution 1105-15-130** awarding contract for the Founders' District Water Main replacement Phase 1 project passed unanimously, RC.

15-225 Motion by Delker, seconded by Jackson, to adopt **Resolution 1105-15-131** approving contract and bonds for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-226 Motion by Greteman, seconded by Delker, to pass the **first reading** of a proposed ordinance amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

15-227 Motion by Greteman, seconded by Delker, to pass the 2nd and waive the 3rd readings of **Ordinance 15-10** amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

15-228 Motion by Greteman, seconded by Jackson, to **table the proposed ordinance** amending the Architectural Standards and Definitions passed unanimously, RC.

15-229 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-132** approving the preliminary plat for Cort Landing Plat 1 passed unanimously, RC.

15-230 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-133** approving the preliminary plat for Timber View passed unanimously, RC.

15-231 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-134** approving the final plat of the Village on the Ridge passed unanimously, RC.

15-232 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-135** approving the purchase of a wheel loader with plow equipment passed unanimously, RC.

15-233 Motion by Jackson, seconded by Isley, to adopt **Resolution 1105-15-136** approving an increase in staff for public works passed unanimously, RC.

15-234 Delker moved, Greteman seconded, to **adjourn** meeting at 6:53 p.m. Voice vote carried unanimously.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk

MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 11-05-15
(Unabridged version)

Mayor Tom Phillips called the City Council meeting to order at 6:02 p.m. Present at roll call: Eric Delker, Tom Greteman, Erika Isley, Kyle Jackson. Absent at roll call: Jaki Livingston. (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, City Clerk; Tim Hoskins, Public Works Director; Nancy Kuehl, Parks and Recreation Director; Holly Sealine, Library Director; Ryan Coburn, Assistant Fire Chief; Greg Staples, Police Chief; Wade Wagoner, Planning and Economic Development Director; Luke Parris, City Planner and Jim Dougherty, City Attorney.

15-219 Isley moved, Greteman seconded, to approve the **agenda**. Voice vote carried unanimously.

Presentation(s)

Chief Staples introduced Officer Greg Bryant. He replaces Officer Metzger who is retiring December 31st. He comes to the city from Cerro Gordo County and brings great certifications with him. Officer Bryant thanked the council for the opportunity.

Welcome of Guests and Public Comment

With no one present wishing to speak, Mayor Phillips opened the City Council meeting.

15-220 Delker moved, Isley seconded, to approve **minutes** of the October 14 regular council meeting. Voice vote carried unanimously.

Consent included **tax abatements**; **liquor license renewal** for 804 Main; **insurance renewal rates** for 2016; **Resolution 1105-15-122** accepting improvements for Orchard View Plat 2; **Resolution 1105-15-123** accepting improvements for Orchard Trail Plat 4; **Resolution 1105-15-124** accepting improvements for Village on the Ridge; **Resolution 1105-15-125** accepting improvements for Colonial Parkway Storm Sewer project; **Resolution 1105-15-126** accepting improvements for Northwest Trunk Sewer No. 4 project; **Resolution 1105-15-127** ordering construction, approving plans, and setting date for letting and setting December 19th as the date for public hearing; September Treasurer's **report** and the following **expenditures**:

ACK ENTERPRISES	DUMP TRUCK	\$387.00	LIVING MAGAZINE	LIVING MAGAZINE	\$999.00
ANDY MOGLE	CHEFS CLUB	\$550.80	MATHESON TRI-GAS	CHEMICALS	\$37.52
ASI	OPER SUPPLIES	\$52.50	MENARDS	LED'S	\$269.97
CARPENTER UNIFORM	POLICE	\$841.82	MENARDS	SUPPLIES	\$377.12
CITY BRAKE	PARTS	\$398.32	MERCY COLLEGE	CEH	\$10.00

CONCENTRA MED	RANDOM	\$86.00	METRO WASTE	CURB IT	\$8,797.36
CONST & AGGREGATE	EQUIPMENT	\$577.50	NANCY KUEHL	CRAFT CLUB	\$76.00
CONTRACT SPECIALTY	OPER SUPPLIES	\$545.60	NOBLE FORD	AMBULANCE	\$417.24
D HAUPTMAN CO	EQUIPMENT	\$170.75	N WARREN TOWN & CTY	MINUTES	\$114.29
DAVIS EQUIP	PARTS	\$68.17	NORWALK COMM SCHOOLS	CHEFS CLUB	\$137.70
DELAGÉ LANDEN	LEASE	\$394.33	NORWALK HARDWARE	SUPPLIES	\$516.85
D M WATER WORKS	DMWWW	\$36,558.75	NORWALK READY MIXED	GOLDEN VALLEY	\$7,407.50
DOWNEY TIRE	EQUIPMENT	\$92.93	NORWALK SOCCER CLUB	REFEREES	\$400.00
EMERGENCY SVCS MKTG	IamResponding.com	\$650.00	OVERHEAD DOOR CO	REPAIR	\$156.00
EMS PROFESSIONALS	EQUIPMENT	\$823.00	PAPER FREE TECH	ANNUAL MAINT	\$2,530.00
ENVIRONMENTAL SYSTEMS RESE	ANNUAL ESRI	\$5,700.00	PLUMB SUPPLY	PLUMB SUPPLY	\$153.87
EXPENSE REDUCTION SERVICES	CONSULTANT	\$1,313.60	PURCHASE POWER	POSTAGE	\$991.98
FREEDOM TIRE & AUTO CENTER	TIRES	\$1,218.96	PUSH PEDAL PULL	FITNESS ROOM	\$2,640.00
G & L CLOTHING	G & L CLOTHING	\$412.33	RADAR ROAD TEC	RADAR CERT	\$292.00
GE CAPITAL	COPIER LEASE	\$520.00	REASONER'S GARAGE	SUPPLIES	\$303.56
GRAYBAR	BATTERIES	\$331.36	REGISTER MEDIA	PUBLIC HEARINGS	\$101.24
GREGG YOUNG	REPAIR 38	\$929.74	ROYS SERVICE	VEHICLE REPAIR	\$100.00
HEARTLAND TECHNOLOGY	COMPUTER EQUIP	\$2,674.00	SAMS CLUB	SUPPLIES	\$382.60
INDIANOLA FIRE DEPARTMENT	BILLING SERVICE	\$1,995.00	SCOTTS FOODS	SUPPLIES	\$120.73
INDOFF INC	PHONE CORD	\$86.30	SENECA CO	OFFICE SUPPLIES	\$22.07
INTERSTATE POWER SYSTEMS	SUPPLIES	\$5.36	SHRED IT	ON SITE SVC	\$46.06
IOWA DIVISION OF LABOR SER	BOILER	\$80.00	ST JOHN'S	DADDY/DAUGHTER	\$75.00
IOWA LAW ENFORCEMENT ACADE	DUNLOP	\$6,285.00	STRAUSS SECURITY SOL	SUPPLIES	\$15.00
IOWA RADIOLOGY	PHYSICAL TEST	\$33.00	SWANA	MEMBERSHIP	\$190.00
IOWA WILD HOCKEY	TICKETS	\$104.00	TERMINIX INTL	PEST CONTROL	\$3.00
IA WINDOW SVC	CITY HALL	\$85.00	TREAS, STATE OF IA	SALES TAX	\$9,004.35
IA WORKFORCE DEVEL	3RD QTR UNEMPLOY	\$250.24	TYLER TECH	SERVICE	\$115.00
JODI EDDLEMAN	REIMBURSE	\$13.20	UNITY POINT CLINIC	TESTING	\$74.00
KABEL BUSINESS SVCS	HRA CKS	\$9,632.79	UNITYPOINT HEALTH	PRE-EMPLOY	\$421.00
KELTEK INC	REPAIR	\$4,076.02	USA BLUE BOOK	SUPPLIES	\$332.75
KENNY MCCAULEY	BALLROOM DANCING	\$603.73	VEENSTRA & KIMM	ORCHARD VIEW	\$13,920.64
LANDS END BUSINESS	CLOTHING ALLOW	\$359.97	WADE WAGONER	MILEAGE REIMB	\$212.19
LASER RESOURCES	COPIER LEASE	\$279.37			

15-221 Motion by Isley, seconded by Jackson, to approve the **consent** agenda passed unanimously, RC.

Founders' District Water Main Replacement Phase 1

Public hearing regarding proposed contract documents and estimated cost for the Founders' District Water Main Replacement Phase 1 project was opened at 6:08 p.m.

With no one present wishing to speak, Mayor Phillips closed the hearing at 6:08 p.m.

15-222 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-128** approving a water main easement for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-223 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-129** approving plans, specifications, form of contract and estimate of cost for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-224 Motion by Isley, seconded by Delker, to adopt **Resolution 1105-15-130** awarding contract for the Founders' District Water Main replacement Phase 1 project passed unanimously, RC.

15-225 Motion by Delker, seconded by Jackson, to adopt **Resolution 1105-15-131** approving contract and bonds for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

Zoning Code Update

Greteman asked how many building permit requests for fences the department receives. Parris responded three or four per month.

15-226 Motion by Greteman, seconded by Delker, to pass the **first reading** of a proposed ordinance amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

15-227 Motion by Greteman, seconded by Delker, to pass the 2nd and waive the 3rd readings of **Ordinance 15-10** amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

Greteman asked about the Architectural Standards in Chapter 17.60.020. He believes that R1 and R2 zoned properties should not be included in this requirement; stating that it is only reasonable to require submittal of plans and specs when building a commercial project, not a single family dwelling.

Wagoner said he believes that there is language in the ordinance that indicates that the site plan provisions are not applicable to single family homes.

Jackson asked if there is a reason that language was intentionally left out of the ordinance. Wagoner said that it protects the city from tin shacks being built.

Jackson asked that the ordinance be tabled until the suggested changes are made.

Greteman moved to approve, with modification that it excludes single family homes.

Wagoner said in a different section of the code, Chapter 17.80.000, it states site plan requirements are not applicable to single family and two-family homes.

15-228 Motion by Greteman, seconded by Jackson, to **table the proposed ordinance** amending the Architectural Standards and Definitions passed unanimously, RC.

Preliminary Plats

15-229 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-132** approving the preliminary plat for Cort Landing Plat 1 passed unanimously, RC.

Isley asked about the temporary turnarounds shown in the Timber View plat. Brad Cooper, Cooper Crawford and Associates, said they understand that if they are not connecting to the adjacent property that they will have to construct a permanent turn around.

There was discussion about the dead end to the north and the dead end to the west. Cooper said that Blooming Heights, the property to the north, will begin grading this fall and the dead end to the west is for two residential lots.

Isley said council has discussed connectivity issues like this in the past and Greteman responded, if these dead ends are not constructed, there will not be future connectivity.

Greteman asked if Planning and Zoning approved it and Cooper answered yes, unanimously. Greteman asked if city staff also recommended and Wagoner answered that the plat meets the City Subdivision Ordinances.

15-230 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-133** approving the preliminary plat for Timber View passed unanimously, RC.

Final Plat

15-231 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-134** approving the final plat of the Village on the Ridge passed unanimously, RC.

Public Works

Greteman asked if the wheel loader was budgeted for and where it would be paid from. Oliver responded that it is paid from Road Use Tax (RUT).

15-232 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-135** approving the purchase of a wheel loader with plow equipment passed unanimously, RC.

Isley asked what the likelihood of keeping the additional public works employee position long-term is and Oliver responded that it has been budgeted for.

15-233 Motion by Jackson, seconded by Isley, to adopt **Resolution 1105-15-136** approving an increase in staff for public works passed unanimously, RC.

NCIS Update.

Hoskins reported that final paving on Wakonda will begin Monday, driveways and sidewalks will be restored after that. Greteman asked how many driveways were left and Hoskins responded approximately twelve.

Holly Drive is basically open, they are repairing damaged panels or areas that were damaged during the construction and restoration process.

Phillips asked how the crack and seal process went on Wakonda and Hoskins responded that it went very well.

Greteman asked if the city will use this technique again. Hoskins said he would like to wait to see and watch this street; adding that they toured projects that had been complete for a while; one in Pleasant Hill had been done eight years ago and Carlisle did one that looks good also.

Jackson said Hoskins, Jeff Schug and Jim Dougherty did excellent work in bringing this project together.

Reports

Coburn said the new ambulance has arrived if anyone wishes to look at it.

Staples said Officer Criswell noticed students not wearing their seatbelts, so he did a project to increase awareness and usage increased from 92% to 98%.

Hoskins said Masteller Road, originally built as a frontage road eventually became an easement area which the city inherited from the county. Now, there is a developer who has vacated all of the individual properties in that area and has control of all of them except for one parcel. As part of that development, the developer is offering to remove the concrete from that street. At some point that easement will need to be vacated and will be brought to a future council meeting. He said that we would like to get approval to close Masteller starting at the northern edge of the James Oil property to let the developer proceed. There was council consensus to do so.

Wagoner said he has informed James Oil about the development agreement and about the future vacation request. He has been working to put together a warranty deed to move forward with the Regional Storm Water Detention Ponds. He reported that a Northshore PUD is coming to the Planning and Zoning Commission this upcoming Monday night and that the city received an award from NADO for the Loffredo Project.

Jackson thanked Greteman for stepping in when the city needed him and said his wealth of knowledge and service was greatly appreciated. Phillips presented Greteman with a Proclamation of Appreciation.

15-234 Delker moved, Greteman seconded, to **adjourn** meeting at 6:53 p.m. Voice vote carried unanimously.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk